

State of Alaska FY2017 Governor's Operating Budget

Department of Administration Labor Relations Component Budget Summary

Component: Labor Relations

Contribution to Department's Mission

To achieve the purposes of the Public Employment Relations Act by acting as the executive branch representative in contract negotiations and contract administration matters.

Core Services

- Contract Negotiation - Negotiations for the State's 11 bargaining unit contracts and subsequent amendments to the contracts. Staff act as chief spokesmen for the State's bargaining teams and handle all associated logistics. The section is responsible for issuing contract interpretive memoranda as needed.
- Contract Administration - Labor Relations staff investigate complaints and grievances that reach the Commissioner of Administration level and represent the State's interests in resolution or adjudication of these disputes. The Division is responsible for interpreting and applying labor agreements and ensuring consistency of application throughout State government.
- Training - Labor Relations staff provides training on all new contracts, facilitate training for human resource staff on employment law and on the arbitration process, and dispute/complaint handling training for State supervisors.
- Advice and Counsel - Staff provide expert advice and counsel to supervisors, managers, and policy makers on employee relations issues.

Major Component Accomplishments in 2015

- Completed negotiations of successor agreements with Masters Mates and Pilots (MM&P), Alaska Correctional Officers Association (ACOA), Labor Trades and Crafts (LTC) and Teachers' Education Association of Mt. Edgecumbe (TEAME).
- Ongoing negotiations include the Marine Engineer's Beneficial Association (MEBA).
- Implemented and administered successor agreements.
- Responded to 102 grievances.
- Completed 265 Letters of Agreement.
- Negotiated 88 Letters of Resolution.
- Responded to 16 Pay Increment/Performance Appeals.
- Participated in three mediations.
- Participated in eight Labor Management Committees.
- Arbitration Record: In FY2015 twenty-five cases were set for arbitration. Thirteen cases were resolved prior to arbitration, one case was withdrawn by the Union prior to arbitration, four cases were won by the State, four cases were lost by the State, and three cases were split. All decisions have been received for FY15. For FY16 we currently have nine cases set for arbitration prior to December 31, 2015.
- Interest Arbitration: Completed interest arbitration with Masters Mates and Pilots December 1-3, 2014 (State prevailed).
- Alaska Labor Relations Representation: Represented the State in one Alaska Labor Relations Agency case (Union prevailed); three cases were withdrawn by the Union prior to hearing, one case was dismissed due to no probable cause (win for the State), two cases are being held in abeyance, and one case is pending.

Key Component Challenges

Labor Contract Negotiations – Achieve the Governor Walker's objective of long term successor agreements that meet the economic and managerial objectives for remaining units. Finalize contracts with Marine Engineers Beneficial Association (MEBA), Labor Trades and Crafts (LTC), and Teachers' Education Association of Mt. Edgecumbe (TEAME). in time for submission to the 2016 Alaska State Legislature. Initiate negotiation of successor Alaska State Employees Association (ASEA), Alaska Public Employees Association – Supervisor Unit (SU), Alaska Public Employees Association – Confidential Employee Associate (CEA) agreements in time for submission to the 2016 Alaska State Legislature.

Significant Changes in Results to be Delivered in FY2017

Negotiations - The State expects to reach agreement with three bargaining units: Alaska State Employees Association (ASEA), Alaska Public Employees Association – Supervisor Unit (SU), Alaska Public Employees Association – Confidential Employee Associate (CEA) in FY2016, which will be implemented in FY2017. The State will begin negotiations for successor agreements for Alaska Vocational Technical Center Teacher's Unit (AVTECTA), Inland Boatman's Union (IBU), Masters Mates and Pilots (MMP), Public Safety Employees Association (PSEA) during FY2017 with implementation in FY2018.

Statutory and Regulatory Authority

AS 23.40.070-250 Public Employment Relations Act
AS 39.25 et seq. State Personnel Act

Contact Information
<p>Contact: Kate Sheehan, Division Director, Personnel & Labor Relations Phone: (907) 465-4403 Fax: (907) 465-3415 E-mail: kate.sheehan@alaska.gov</p>

Labor Relations Personal Services Information				
Authorized Positions			Personal Services Costs	
	FY2016 Management Plan	FY2017 Governor		
Full-time	9	9	Annual Salaries	830,220
Part-time	0	0	Premium Pay	0
Nonpermanent	0	0	Annual Benefits	433,230
			<i>Less 2.09% Vacancy Factor</i>	(26,350)
			Lump Sum Premium Pay	0
Totals	9	9	Total Personal Services	1,237,100

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Human Resource Technician I	0	0	1	0	1
Labor Relations Analyst II	0	0	4	0	4
Labor Relations Analyst III	0	0	3	0	3
Labor Relations Mgr	0	0	1	0	1
Totals	0	0	9	0	9

Component Detail All Funds
Department of Administration

Component: Labor Relations (58)
RDU: Centralized Administrative Services (13)

Non-Formula Component

	FY2015 Actuals	FY2016 Conference Committee	FY2016 Authorized	FY2016 Management Plan	FY2017 Governor	FY2016 Management Plan vs FY2017 Governor	
71000 Personal Services	1,101.7	1,238.0	1,237.1	1,237.1	1,237.1	0.0	0.0%
72000 Travel	29.0	45.0	25.0	25.0	25.0	0.0	0.0%
73000 Services	177.4	104.8	896.8	896.8	104.8	-792.0	-88.3%
74000 Commodities	13.2	28.0	28.0	28.0	28.0	0.0	0.0%
75000 Capital Outlay	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
77000 Grants, Benefits	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
78000 Miscellaneous	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Totals	1,321.3	1,415.8	2,186.9	2,186.9	1,394.9	-792.0	-36.2%
Fund Sources:							
1004Gen Fund (UGF)	1,321.3	1,296.0	2,067.1	2,067.1	1,275.1	-792.0	-38.3%
1061CIP Rcpts (Other)	0.0	119.8	119.8	119.8	119.8	0.0	0.0%
Unrestricted General (UGF)	1,321.3	1,296.0	2,067.1	2,067.1	1,275.1	-792.0	-38.3%
Designated General (DGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Other Funds	0.0	119.8	119.8	119.8	119.8	0.0	0.0%
Federal Funds	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Positions:							
Permanent Full Time	9	9	9	9	9	0	0.0%
Permanent Part Time	0	0	0	0	0	0	0.0%
Non Permanent	0	0	0	0	0	0	0.0%

Change Record Detail - Multiple Scenarios with Descriptions
Department of Administration

Component: Labor Relations (58)
RDU: Centralized Administrative Services (13)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
***** Changes From FY2016 Conference Committee To FY2016 Authorized *****												
FY2016 Conference Committee												
	ConfCom	1,415.8	1,238.0	45.0	104.8	28.0	0.0	0.0	0.0	9	0	0
1004 Gen Fund		1,296.0										
1061 CIP Rcpts		119.8										
Reduce Travel and Increase Vacancy for Personal Services Cost Savings												
	Unalloc	-20.9	-0.9	-20.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		-20.9										
In order to meet this reduction in general funds, Labor Relations will reduce its travel budget. This may result in a reduction in meetings that should be attended in person or result in a greater number of grievance settlements depending on the arbitration requests. Additionally, the Labor Relations Manager will be furloughed for a minimum of two days.												
Labor Contract Negotiations and Arbitration Sec10c Ch38 SLA2015 P32 L9 (SB26) (FY15-FY16)												
	CarryFwd	792.0	0.0	0.0	792.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		792.0										
The sum of \$792,000 is appropriated from the general fund to the Department of Administration, Labor Relations, for the cost related to labor contract negotiations and arbitration support for the fiscal years ending June 30, 2015 and June 30, 2016.												
Subtotal		2,186.9	1,237.1	25.0	896.8	28.0	0.0	0.0	0.0	9	0	0
***** Changes From FY2016 Management Plan To FY2017 Governor *****												
Reverse Labor Contract Negotiations and Arbitration Sec10c Ch38 SLA2015 P32 L9 (SB26) (FY15-FY16)												
	OTI	-792.0	0.0	0.0	-792.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		-792.0										
Reverse labor contract negotiations and arbitration support funding.												
Transfer Out FY2016 One-Time Salary Reductions to Unallocated in FY2017												
	SalAdj	27.0	27.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		27.0										
Restore UGF FY2016 Salary Increases because cuts taken in other expenditure lines.												
Reverse FY2016 One-Time Unrestricted General Fund Salary Adjustments in FY2017 Budget Request												
	SalAdj	-27.0	-27.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		-27.0										
Cost of living adjustment for certain bargaining units: \$27.0												

Change Record Detail - Multiple Scenarios with Descriptions
Department of Administration

Component: Labor Relations (58)
RDU: Centralized Administrative Services (13)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		
										PFT	PPT	NP
Year three cost of living adjustment for non-covered employees - 2.5%: \$5.6												
Year three cost of living adjustment for Confidential Employees Association - 1%: \$21.4												
	Totals	1,394.9	1,237.1	25.0	104.8	28.0	0.0	0.0	0.0	9	0	0

Personal Services Expenditure Detail
Department of Administration

Scenario: FY2017 Governor (12995)
Component: Labor Relations (58)
RDU: Centralized Administrative Services (13)

PCN	Job Class Title	Time Status	Retire Code	Barg Unit	Location	Salary Sched	Range / Step	Comp Months	Split / Count	Annual Salaries	COLA	Premium Pay	Annual Benefits	Total Costs	UGF Amount
02-1126	Human Resource Technician I	FT	1	KK	Juneau	205	12A	9.6		33,523	0	0	24,586	58,109	58,109
02-2001	Division Director	FT	A	XE	Juneau	N05	27J	6.0	*	66,666	0	0	31,037	97,703	97,703
02-2002	Labor Relations Analyst III	FT	1	KK	Juneau	405	22L / M	9.6		88,302	0	0	43,436	131,738	131,738
02-2040	Labor Relations Mgr	FT	1	XE	Juneau	N05	24F	12.0		111,780	0	0	54,657	166,437	166,437
02-2096	Labor Relations Analyst II	FT	1	KK	Juneau	205	20E / F	12.0		82,252	0	0	44,617	126,869	126,869
02-2098	Labor Relations Analyst III	FT	A	KK	Juneau	405	22P / Q	12.0		125,894	0	0	59,181	185,075	185,075
02-2134	Labor Relations Analyst II	FT	1	KK	Juneau	205	20C / D	12.0		79,148	0	0	43,549	122,697	122,697
02-9008	Labor Relations Analyst III	FT	A	KK	Juneau	205	22A	9.6		65,597	0	0	35,623	101,220	101,220
02-9013	Labor Relations Analyst II	FT	1	KK	Juneau	205	20K	12.0		90,684	0	0	47,518	138,202	138,202
04-1018	Administrative Officer I	FT	A	KK	Juneau	205	17E / F	3.0	*	17,302	0	0	10,032	27,334	27,334
18-7331	Labor Relations Analyst II	FT	A	KK	Juneau	205	20A / B	11.2		69,072	0	0	38,994	108,066	108,066

	Total Positions	New	Deleted
Full Time Positions:	9	0	0
Part Time Positions:	0	0	0
Non Permanent Positions:	0	0	0
Positions in Component:	9	0	0

Total Component Months: 109.0

Total Salary Costs:	830,220
Total COLA:	0
Total Premium Pay:	0
Total Benefits:	433,230
Total Pre-Vacancy:	1,263,450
Minus Vacancy Adjustment of 2.09%:	(26,350)
Total Post-Vacancy:	1,237,100
Plus Lump Sum Premium Pay:	0
Personal Services Line 100:	1,237,100

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 General Fund Receipts	1,263,450	1,237,100	100.00%
Total PCN Funding:	1,263,450	1,237,100	100.00%

Note: If a position is split, an asterisk (*) will appear in the Split/Count column. If the split position is also counted in the component, two asterisks (**) will appear in this column. [No valid job title] appearing in the Job Class Title indicates that the PCN has an invalid class code or invalid range for the class code effective date of this scenario.

Line Item Detail
Department of Administration
Travel

Component: Labor Relations (58)
RDU: Centralized Administrative Services (13)

Line Number	Line Name		FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
72000	Travel		29.0	25.0	25.0
Expenditure Account	Servicing Agency	Explanation	FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
72000 Travel Detail Totals			29.0	25.0	25.0
72110	Employee Travel (Instate)	Instate Employee Travel	21.4	16.0	16.0
72120	Nonemployee Travel (Instate Travel)	Instate Non-Employee travel	0.0	4.0	3.0
72410	Employee Travel (Out of state)	Out of State employee travel	7.6	5.0	6.0

Line Item Detail
Department of Administration
Services

Component: Labor Relations (58)
RDU: Centralized Administrative Services (13)

Line Number	Line Name		FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
73000	Services		177.4	896.8	104.8
Expenditure Account			FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
Expenditure Account	Servicing Agency	Explanation	FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
73000 Services Detail Totals			177.4	896.8	104.8
73025	Education Services	Conference fees, professional memberships and employee tuition	1.2	0.8	0.8
73075	Legal & Judicial Svc	Legal and judicial service costs	82.7	20.0	20.0
73150	Information Technlgy	Information technology services	0.0	2.4	2.4
73156	Telecommunication	Telecommunication services costs	0.0	1.5	1.5
73225	Delivery Services	Freight, courier and postage fees	0.0	1.0	1.0
73401	Long Distance		0.2	0.0	0.0
73404	Cellular Phones		0.9	0.0	0.0
73650	Struc/Infstruct/Land	Structure	0.0	1.0	1.0
73675	Equipment/Machinery	Service fees for equipment repair and maintenance	5.5	5.5	5.5
73756	Print/Copy/Graphics		0.1	0.0	0.0
73805	IT-Non-Telecommunication	Enterprise Technology Services	6.1	6.7	6.7
73806	IT-Telecommunication	Enterprise Technology Services	12.9	12.0	12.0
73809	Mail	Central Mail	3.8	5.0	5.0
73811	Building Leases	State Facilities Rent	10.3	13.0	13.0
73812	Legal	Law	3.5	5.9	4.7
73814	Insurance	Risk Management	0.2	0.5	0.5
73815	Financial	Finance	0.4	0.5	0.5
73816	ADA Compliance	Personnel	0.0	0.1	0.1

Line Item Detail
Department of Administration
Services

Component: Labor Relations (58)

RDU: Centralized Administrative Services (13)

Expenditure Account	Servicing Agency	Explanation	FY2015 Actuals	FY2016 Management Plan	FY2017 Governor	
73000 Services Detail Totals			177.4	896.8	104.8	
73818	Training (Services-IA Svcs)	Admin	Training services	0.0	0.1	0.1
73819	Commission Sales (IA Svcs)	E-Travel	US Travel service fees	0.4	0.8	2.0
73827	Safety (IA Svcs)			0.6	0.0	0.0
73979	Mgmt/Consulting (IA Svcs)			21.7	792.0	0.0
73979	Mgmt/Consulting (IA Svcs)	Admin	Commissioner's Office, Administrative Services and Information Technology (IT) desktop chargeback for services	26.9	28.0	28.0

Line Item Detail
Department of Administration
Commodities

Component: Labor Relations (58)
RDU: Centralized Administrative Services (13)

Line Number	Line Name		FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
74000	Commodities		13.2	28.0	28.0
Expenditure Account	Servicing Agency	Explanation	FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
		74000 Commodities Detail Totals	13.2	28.0	28.0
74200	Business	Business related supplies	13.2	28.0	28.0

Restricted Revenue Detail
Department of Administration

Component: Labor Relations (58)
RDU: Centralized Administrative Services (13)

Master Account	Revenue Description				FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
51200	Capital Improvement Project Receipts				0.0	119.8	119.8
Detail Information							
Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
51200	Cap Improv Proj Rec				0.0	119.8	119.8

Restricted Revenue Detail
Department of Administration

Component: Labor Relations (58)
RDU: Centralized Administrative Services (13)

Master Account	Revenue Description				FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
68515	Unrestricted Fund				0.0	1,296.0	1,275.1
Detail Information							
Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
68515	Unrestrict Fu Source		2029001		0.0	1,296.0	1,275.1

**Interagency Services
Department of Administration**

Component: Labor Relations (58)
RDU: Centralized Administrative Services (13)

Expenditure Account	Service Description	Service Type	Servicing Agency	FY2015 Actuals	FY2016		
					Management Plan	FY2017 Governor	
73805	IT-Non-Telecommunication	Enterprise Productivity Rate (EPR) - Computer Services	Intra-dept	Enterprise Technology Services	6.1	6.7	6.7
				73805 IT-Non-Telecommunication subtotal:	6.1	6.7	6.7
73806	IT-Telecommunication	Enterprise Productivity Rate (EPR) - Telecommunications and telephone line costs	Intra-dept	Enterprise Technology Services	12.9	12.0	12.0
				73806 IT-Telecommunication subtotal:	12.9	12.0	12.0
73809	Mail	Costs for central mail room services	Intra-dept	Central Mail	3.8	5.0	5.0
				73809 Mail subtotal:	3.8	5.0	5.0
73811	Building Leases	State Facilities Rent	Intra-dept	State Facilities Rent	10.3	13.0	13.0
				73811 Building Leases subtotal:	10.3	13.0	13.0
73812	Legal	Legal and judicial service costs	Inter-dept	Law	3.5	5.9	4.7
				73812 Legal subtotal:	3.5	5.9	4.7
73814	Insurance	Risk Management chargeback for services	Intra-dept	Risk Management	0.2	0.5	0.5
				73814 Insurance subtotal:	0.2	0.5	0.5
73815	Financial	Division of Finance chargeback for services	Intra-dept	Finance	0.4	0.5	0.5
				73815 Financial subtotal:	0.4	0.5	0.5
73816	ADA Compliance	ADA Compliance charges from the Department of Admin, Division of Personnel	Intra-dept	Personnel	0.0	0.1	0.1
				73816 ADA Compliance subtotal:	0.0	0.1	0.1
73818	Training (Services-IA Svcs)	Training services	Intra-dept	Admin	0.0	0.1	0.1
				73818 Training (Services-IA Svcs) subtotal:	0.0	0.1	0.1
73819	Commission Sales (IA Svcs)	US Travel service fees	Intra-dept	E-Travel	0.4	0.8	2.0
				73819 Commission Sales (IA Svcs) subtotal:	0.4	0.8	2.0
73827	Safety (IA Svcs)		Inter-dept		0.6	0.0	0.0
				73827 Safety (IA Svcs) subtotal:	0.6	0.0	0.0
73979	Mgmt/Consulting (IA Svcs)	Commissioner's Office, Administrative Services and Information Technology (IT) desktop chargeback for services	Intra-dept	Admin	26.9	28.0	28.0
				73979 Mgmt/Consulting (IA Svcs) subtotal:	26.9	28.0	28.0
				Labor Relations total:	65.1	72.6	72.6
				Grand Total:	65.1	72.6	72.6